

SOUTHWELL CONSERVATION AREA REVIEW



February 2022

Consultation document

This document contains background and information on the Southwell Conservation Area Review and how we have undertaken, and will continue to undertake, public engagement and consultation when appraising the special character and appearance of the area. The review process will also explore issues and problems within the Conservation Area, and whether the boundary should be amended.



Document details

Title: Southwell Conservation Area Review; Consultation document February 2022

Summary: This document provides service users with information on the review of Southwell Conservation Area.

Consultation:

Early consultation engagement with key stakeholders was undertaken with some key stakeholders in August and September of 2021. This included contact with local Ward Members, the Town Council, Southwell Civic Society and the local archaeological community, details of which are set out below in this Consultation Document.

This information allowed the formation of an initial draft revised boundary for the Conservation Area. This was subject to a boundary review public engagement exercise between November 2021 and February 2022. This exercise included posters throughout town, website advertisement, contact to key stakeholders, a QR code linked questionnaire and a public event at Southwell Library.

The results of this earlier engagement have been used to inform the revised draft Appraisal, draft Management Plan and revised Boundary Review Document. These are now the subject of an official period of public consultation between February 11th and March 25th 2022. A public event is to be held Southwell Library 28th February 2022 6pm – 8pm.

Approval: Delegated authority has been given to the Conservation Team to review Southwell Conservation Area (agreed via September 2018 Economic Development Committee). It is anticipated that this document will support a resolution to amend the Conservation Area boundary and adopt a revised Appraisal and Management Plan by the end of Spring 2022.

Document availability:

Copies of this and related documents will be available via Newark & Sherwood District Council Planning Development and on the Council's website during the consultation period:

<https://www.newark-sherwooddc.gov.uk>

Southwell Conservation Area Review

CONSULTATION DOCUMENT

WHAT IS A CONSERVATION AREA REVIEW?

A Conservation Area (CA) Review is an evaluation of either a previously designated area or a proposed new area. The Review is led by the Council's Conservation Team and includes appropriate consultation with the local community and relevant groups and organisations in accordance with the Newark and Sherwood Statement of Community Involvement (SCI) and Historic England best practice¹.

The Review will lead to the publication of a document called a 'Conservation Area Appraisal', and if appropriate, changes to the boundary, or even an entirely new CA boundary.

This document sets out a consultation programme for the CA Review.

BACKGROUND

The first CA was designated in 1967 under the Civic Amenities Act and there are now around 10,000 in England. They are designated for their special architectural and historic interest.

Southwell CA was first designated in 1968. The Council has a legal duty to review existing CAs or add new CAs in accordance with planning legislation². The area was last formally reviewed in 2005 and it is this accompanying Appraisal that is now being reviewed.

The special interest of areas designated many years ago may now be so eroded by piecemeal change or by single examples of poorly designed development that parts of the area may no longer have special interest. In such cases, boundary revisions will be needed to exclude them or, in exceptional circumstances, reconsideration of the CA designation as a whole. Conversely, the existing boundary may have been drawn too tightly, omitting areas now considered of special interest such as historic rear plots with archaeological potential, later phases of development (such as more recent housing), or parks, cemeteries and historic green spaces. In such cases the existing boundary may need to be extended.

¹ Historic England (2019) 'Conservation Area Appraisal, Designation and Management Historic England Advice Note 1' (Second Edition).

² Section 69 [1 & 2] of the Planning (Listed Buildings and Conservation Areas) Act 1990.

WHY CONSULT?

Local planning authorities usually take the lead in appraising and reviewing conservation areas, using appropriately qualified and experienced staff or advisors. However, by consulting local communities and owners on new designations, and when appraising and reviewing CAs (obviously important in achieving support), consideration can be given to relevant information that either might present, helping to ensure decisions are robust. Local communities and owners will also be helpful in providing proactive assistance in identifying the general areas that merit CA status and defining the boundaries.

Neighbourhood forums and town/parish councils are also sometimes commissioning appraisals as part of neighbourhood planning. They can therefore add depth and a new perspective to the local authority view. The local community is empowered to explore the sense of their place and express what they value about the place in which they live and work, providing an informative resource for decision-making, neighbourhood-planning and educational use.

In addition, consultation will ensure that local communities are alerted to the cumulative effects of minor change on an area's character and how they can contribute to maintaining and enhancing that character.

HOW WILL WE UNDERTAKE THE REVIEW?

In undertaking a review of the 2005 Appraisal document and existing boundary of Southwell it became apparent that a potentially significant review of the boundary was required, primarily in the case of Southwell due to research and appraisal undertaken since 2005 on the landscape setting of the town and its archaeological significance.

Early engagement with key stakeholders included contact with local Ward Members, the Town Council, Southwell Civic Society and the local archaeological community. This contact generated a significant exchange of information and discussion and confirmed these beliefs that the CA boundary needed to expand. As a result an initial draft revised boundary was drawn up for Southwell CA. Given the extent of proposed changes the Conservation Team felt it would be helpful to break the consultation exercise into two stages.

Prior to formal consultation the Council undertook a period of public engagement between November 2021 and February 2022, looking specifically at a Boundary Review Document

and revised proposed CA map. This exercise included posters throughout town, website advertisement, contact to key stakeholders, a QR code linked questionnaire and a public event at Southwell Library on the 30th November 2021. A further public event planned at Southwell Market on the 27th November was cancelled due to extreme weather conditions.

The results of this exercise have been collated and are summarised in Appendix A.

The results of this early engagement and boundary review exercise have now informed a further revised proposed boundary, the draft Appraisal, the draft Management Plan and an updated Boundary Review Document. To help with document size photographic additions to the Appraisal are at this point mostly absent but will be added to the document following its adoption. These documents will be subject to a formal period of public consultation for a 6 weeks minimum consultation period, to include a public meeting. This would usually take the form of a 2 hour drop-in session within the CA, in which members of the public can meet the Conservation Team and consider the proposals face to face.

EARLY ENGAGEMENT

Early engagement with the local community is important in shaping the Review process. It is also important in promoting accessibility and transparency, as well as allowing local communities and consultees how ideas have developed. This is consistent with the SCI. Effective feedback is also required. Prior to the formal 6 week consultation therefore, we will:

- Publish this consultation document on the Council's website;
- Write to the local parish/town council and provide information on the Review process.
- We will offer online virtual workshops or face to face meetings as appropriate;
- Write to relevant local groups (resident's associations, archaeology/history groups for example);
- Provide information through the Council's social media platforms;
- Provide information in local newsletters and relevant publications wherever practicable to do so (e.g. Newark and Sherwood DC E-newsletter, Sherwood Life etc);

In addition to the above, local Ward Members will be regularly updated on progress.

In the case of Southwell Conservation Area the following bodies have already been engaged and these have helped to shape the initial Boundary Review Document:

- Local Ward Members
- Town Council

- Southwell Civic Society
- Local archaeological community

Contact has been via emails and Teams meetings. Regular contact and updates have been fed-back to each party with progress to date.

SURVEY

As part of the overall engagement and consultation process two surveys will be undertaken of public opinion.

The initial survey was part of the Boundary Review public engagement and was open between November 2021 and February 2022. This questionnaire focussed primarily on a number of potential boundary changes, introducing the proposed area and seeking views on whether the boundary should be changed. This has been structured, where possible, using a 'yes, no or maybe' approach or a 5 point Likert Scale (strongly agree, agree, neither agree nor disagree, disagree, strongly disagree).

The second survey will form part of the formal period of public consultation and will seek views on the proposed revised boundary, main Appraisal document and Management Plan.

As well as questions on the proposed boundary changes the public consultation survey will cover the following topics:

- What is special about the existing/proposed CA? Is it the architecture/historic buildings? Is it the settlement pattern and layout of buildings? Is it the trees and hedges? Is it the parks/landscaping?
- What issues are facing the existing/proposed CA? Is it loss of architectural features? Is vacancy a problem? Are buildings/features in a poor condition? Are poor quality materials a problem? Is the impact of new development a problem? Is the appearance of the highway/street furniture an issue?
- Is there support for increasing protection in the area, through for example an Article 4 Direction?
- Does the boundary require changing? If so where and why?

These questions will be a combination of a 5 point Likert Scale (strongly agree, agree, neither agree nor disagree, disagree, strongly disagree) and open questions.

Consultees do not have to use the survey, and can otherwise simply submit any relevant observations or questions to the Conservation Team via email or over the phone.

Newark and Sherwood District Council tries as far as possible to be paperless for environmental reasons. However, where a member of the public is insistent on a paper copy of any of the relevant documents, we will endeavour to supply those in paper form. For larger documents with images and maps which might result in a high printing cost, we reserve the right to ask for those printing costs to be covered.

The Conservation Area Review surveys will be made available throughout the formal 6 week consultation via:

- QR code
- Online via www.newark-sherwooddc.gov.uk
- Newark and Sherwood District Council offices at Castle House, Newark

Alternatively, comments can be submitted via email: conservation@newark-sherwooddc.gov.uk or by contacting the Conservation Team over the phone on 01636 650000.

SITE NOTICES

Prior to the formal 6 week consultation, site notices with useful information on the Review process (including how to access the survey and attend the public meeting) will be fixed to lampposts and notice boards (where appropriate) within the affected areas.

PUBLIC MEETING

It is hoped that a drop-in session will be possible within the affected area. In the case of Southwell, the event for the formal period of public consultation is planned for Southwell Library, 28th February, 6pm – 8pm. Wherever practicable to do so, out of office hours will be considered to try to maximise attendance.

COVID

We are committed to implementing the scientific advice to protect the most vulnerable people. All public engagement, including face-to-face activities, will need to be carefully considered based on the latest government advice. The consultation programme is therefore subject to change. Wherever possible, we will try to offer virtual interaction over face-to-face.

TIMESCALES

- August/September 2021 early engagement undertaken with Southwell Town Council, Southwell Civic Society, Southwell Community Archaeological Group and other key

members of the archaeological community and local Ward Members. Initial review of the Conservation Area, the Appraisal and the boundary undertaken.

- October 2021 first updated draft of the Appraisal and Management proposals produced along with a Boundary Review Document.
- October 2021 seek Economic and Development Committee approval to continue public engagement on a potential boundary review and then for formal public consultation on a revised proposed boundary, Appraisal and Management Plan documents.
- Nov 2021 – Feb 2022 – Public engagement exercise on the Proposed Boundary Review and undertake accompanying survey.
- Jan 2022 - Feb 2022 – update draft Appraisal with proposed revised boundary and management proposals.
- Feb 11th – March 25th 2022 – Undertaken public consultation on revised Appraisal, boundary and management proposals and undertake accompanying survey questionnaire.
- April 2022 – collate consultation replies and submit report with recommendations to be adopted at Cabinet at next available committee date.
- Spring 2022 undertake relevant work to formally designate new boundary. Update Appraisal and publish on Council’s web site.

FIND OUT MORE

Contact the Conservation Team via:

conservation@newark-sherwooddc.gov.uk

01636 650000

Appendix A - Southwell Boundary Review Nov 2021-Feb 2022

Findings and Results

a. Questionnaire results

21 Replies

In all cases the majority of replies were positive about including each individual suggested area of expansion. The Dover Street/Chatham Street area had the least strong support, with 57.1% yes, although with one of the highest numbers of uncertain responses, while the Halam Road villas had the strongest level of support with 85.7% yes. In all cases a certain percent of respondents were uncertain.

General themes to come out of the questionnaire included:

Concerns raised:

- That including new areas of housing in the CA would restrict the ability of homeowners to make thermal upgrades to their homes.

The aim of CA designation is not to restrict thermal upgrades and the Council fully appreciates the desire and benefits to making buildings more energy efficient. There remain many areas of control with regards to thermal upgrades that are not affected by Conservation Area status. Where a proposal does require planning permission the impact on the character and appearance of the CA will be a determining factor, alongside the public benefits of any proposal. With traditionally constructed buildings many modern, proprietary means of making thermal upgrades can actually harm the fabric of the building and worsen living conditions. As such, it is important to look at thermal upgrades as a holistic approach to the building as a whole, looking at both heat loss as well as energy efficiency.

- That the designation could hinder the running of land as farmland and woodland.

Where an area of woodland falls within a CA a management plan style approach can be put in place with the Council to avoid multiple applications for works to trees. The permitted development rights in relation to farming are largely unaffected by Conservation Area status. We would recommend you use our web site for guidance from:

<https://www.newark-sherwooddc.gov.uk/doineedplanning/>. Outreach work has been undertaken with some key landowners to discuss this issue further.

- An uncertainty overall as to what was the benefit of CA designation.
- That CA designation should not interfere with wildlife designations and management strategies.

Conservation Area status does not affect or supersede any wildlife designations and the different designations work alongside each other. Conservation Area status is primarily linked to the built environment and its setting, and is most relevant when planning permission is required.

Positive elements:

- Agreed there was under-representation of C20 architecture so agreed with capturing elements of this.
- Supportive of capturing elements of land that were important for landscape setting, views, archaeology and ecology.
- Several respondents wanted the areas around Westhorpe Dumble and the Park Lane/Crink Lane to be larger.

No one thought the CA should be made smaller.

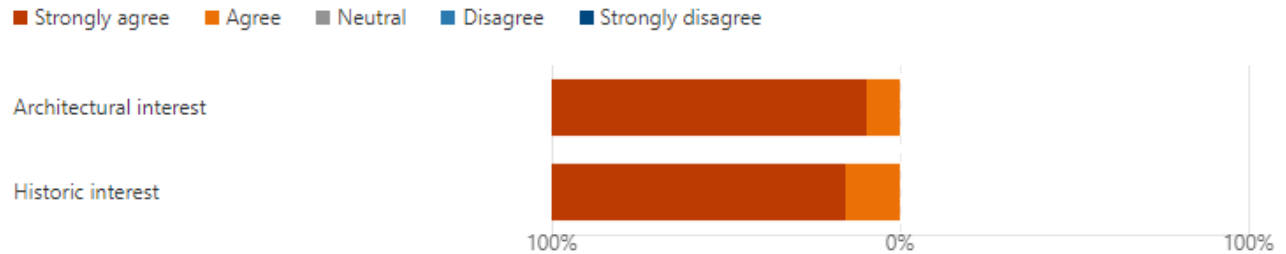
Two respondents put forward suggested extensions, one to include Norwood Park and Maythorne, and the other to include some of the historic properties on Kirklington Road.

These areas have been looked at and it is not felt appropriate to include these within Southwell Conservation Area. Maythorne is a physically separate hamlet so does not physically connect logically to Southwell CA. Additionally the majority of buildings are listed here so have a different kind of heritage designation. The same principles apply to Norwood Park. Kirklington Road does still form part of the built form of Southwell, but the historic buildings identified here, while all positive in their own right, are now surrounded by and separated by extensive C20 infill, which creates an altered townscape that would not as a whole warrant enclosure within the CA.

Graphic extracts from Questionnaire

1. Does Southwell Conservation Area have architectural and historic interest?

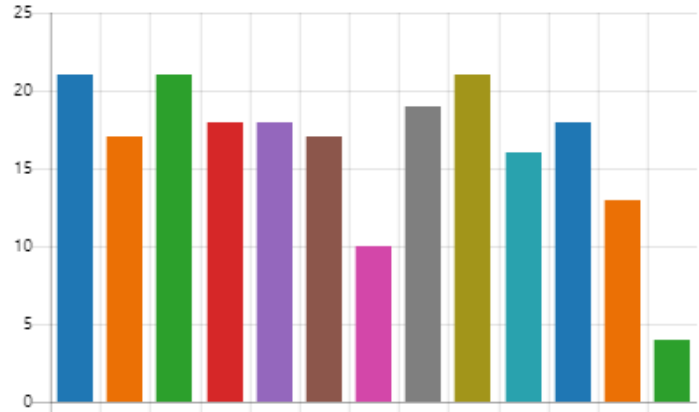
[More Details](#)



2. What aspects of the architectural interest do you consider to be important to the Conservation Area (Multiple answers can be selected)

[More Details](#)

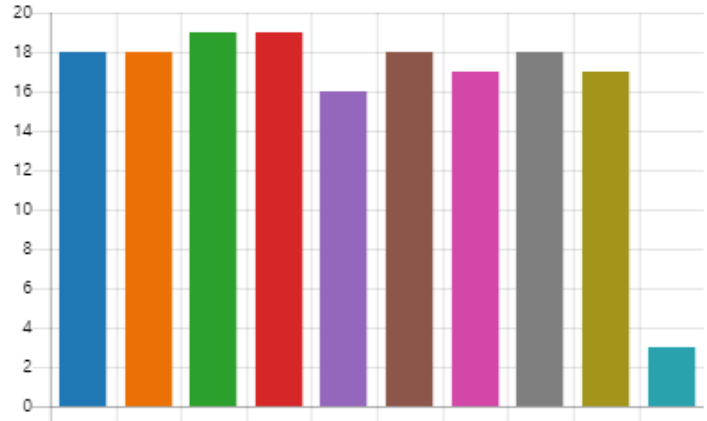
- Minster, churches and places ... 21
- Timber framed buildings 17
- Georgian houses and cottages 21
- Victorian and Edward houses ... 18
- Industrial heritage 18
- Hotels and public houses 17
- Twentieth century architecture 10
- Civic and public buildings, e.g... 19
- Unique buildings, e.g. Archbis... 21
- Monuments and memorials 16
- Traditional boundaries and wa... 18
- Traditional paving and surfacing 13
- Other 4



3. What aspects of Southwell's historic interest do you consider important to the Conservation Area? (Multiple answers can be selected)

[More Details](#)

● Ancient and medieval origins	18
● Archaeological significance	18
● Historic buildings and structur...	19
● Open spaces within the Conse...	19
● Landscape setting and views o...	16
● Southwell Minster	18
● Prebendal houses (residences ...	17
● Archbishop's Palace and hunti...	18
● Local associations, e.g. Lord B...	17
● Other	3

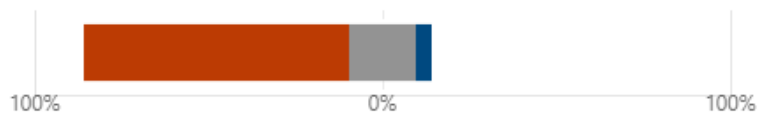


4. The land to the north of the Conservation Area, north east of Greet Lily Mill, contains the riverside setting of the mill, archaeological interest in the adjacent fields, the historic parkland laid out for Normanton Hall, as well as providing the landscape setting for the Conservation Area in this direction.

[More Details](#)

■ Yes ■ No ■ Maybe

Do you think the Conservation Area should be extended to include this area?

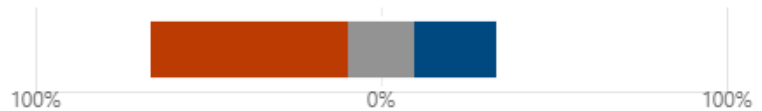


6. The area around Dover Street and Chatham Street developed as 19th Century worker's housing, presumably in association with the cluster of industrial activity here. Generally speaking the Conservation Area is under-representative of Victorian or later buildings and of historic worker housing.

[More Details](#)

■ Yes ■ No ■ Maybe

Do you think the Conservation Area should be extended to include these streets?

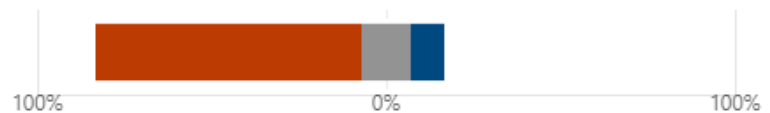


8. The area around Westhorpe Dumble, approximately between Cundy Hill and Halloughton Road, has a high landscape value and provides important views across the Minster and Holy Trinity church. The area is important for the landscape setting of the Conservation Area. The area additionally has archaeological interest in the form of remnant medieval fields and ridge and furrow.

[More Details](#)

■ Yes ■ No ■ Maybe

Do you agree the Conservation Area should be extended to include this area between Cundy Hill an...

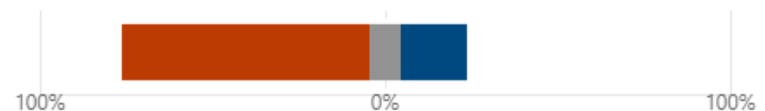


10. The land south of the recreation park off Memorial Drive and down towards Park Farm and Crink Lane, which would include the Potwell Dyke Grasslands and cemetery, includes areas of archaeological interest, nature conservation, landscape setting for the Conservation Area and a significant part of the medieval hunting park associated with the Archbishop's Palace.

[More Details](#)

■ Yes ■ No ■ Maybe

Do you agree the Conservation Area should be extended to include this area south of Memorial...

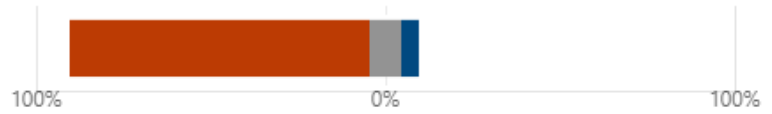


12. Halam Road developed out from the historic core with a number of attractive and high status Edwardian villas. Despite some modern infill these houses and their grounds are attractive features and part of the town's later historic development.

[More Details](#)

■ Yes ■ No ■ Maybe

Do you agree the Conservation Area should be extended to include these Halam Road villas?

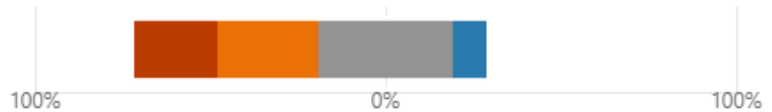


16. Southwell Conservation Area is well managed

[More Details](#)

■ Strongly agree ■ Agree ■ Neutral ■ Disagree ■ Strongly disagree

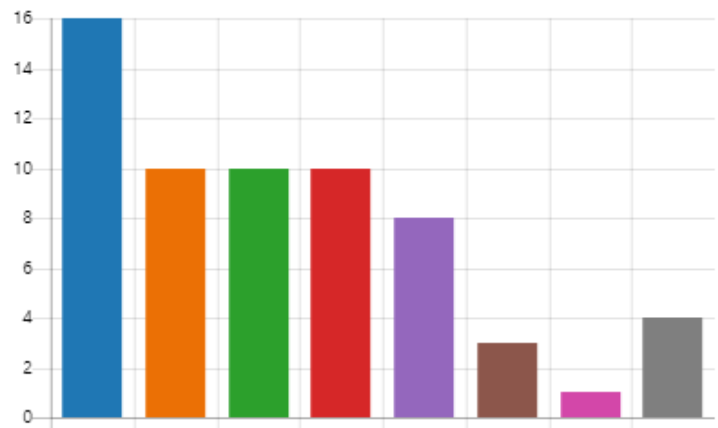
Southwell CA is well managed



17. Are there any aspects of the management of Southwell Conservation Area which could be improved? (Multiple answers can be selected)

[More Details](#)

- Increased awareness of the Co... 16
- Increased awareness of the Co... 10
- Shopfronts and advertisements 10
- Public realm areas, e.g. paving... 10
- Introduction of further control... 8
- Not sure 3
- None 1
- Other 4



b. Feedback from Public Engagement meeting in Southwell Library 30th Nov 2021

19 visitors attended

Comments:

- Broadly positive support for the potential boundary changes;
- Two attendees suggested we had not gone far enough to south, that we should include the entirety of the deer park, arts and crafts farm (Home Farm) and to the lane;
- A greater part of the riverside from the mill (towards Normanton) should be included due to the many fine trees and positive views;
- Several people thought the land to the east of Normanton Hall Park was important;
- The land to the south and southwest of Westhorpe (including the Dumble) should be included;
- Importance given to the route along Park Lane and the landscape around it;
- Several people asked whether we thought we had gone far enough with the landscape to the south;
- Cundy Hill is considered locally to be important.

Technical issues raised:

- Tree management implications queried on woodland areas to be included in the CA; *Assurance given that long term tree management plans could be drawn up to manage this issue.*
- Impact on Permitted Development Rights was asked several times; *assurance given that this primarily related to demolition.*
- Several attendants asked whether we ought to use Article 4 Directions to avoid loss of timber joinery. Surprise was expressed with regards to the ability of some non-listed homeowners to be able change windows without planning permission at present;
- No specific concerns were raised about including Farthingate although one attendant queried the aesthetic interest of the area.

c. Feedback from key stakeholders on Boundary Review Exercise Nov 2021-Feb 2022

The Town Council have been supportive of the proposals and of the work done to date. They suggested that the bank on Halam Road is an important landscape feature and be included within the CA boundary. *This advice has been taken on board and forms part of the revised proposed boundary.*

Southwell Civic Society have been supportive of the proposal and have contributed proactively over a remote meeting to discuss specific boundary changes and the significance of these areas.

There has been extensive communication with the local archaeological community (comprising Southwell Community Archaeology Group, staff at Nottingham University, Nottinghamshire County Council and the Council's appointed Archaeological Consultant). All have been supportive of the revised proposed areas included, noting that they capture some valuable archaeology and archaeological potential. The text of the Appraisal has been greatly enhanced through this process and areas of further archaeological research discussed.

Local Councillors are supportive and progress has been noted.

Internal colleagues within the Planning Policy team and Tourism and Economic Growth team have also been involved in the process.